Financial Report June 30, 2003, 2002, and 2001



	Contents
Report Letter	I
Financial Statements	
Balance Sheet	2
Statement of Revenue, Expenditures, and Changes in Fund Balance	3
Statement of Revenue, Expenditures, and Changes in Fund Balance - Budget and Actual	4-5
Notes to Financial Statements	6-15



Plante & Moran, PLLC



27400 Northwestern Highway
P.O. Box 307
Southfield, MI 48037-0307
Tel: 248.352.2500
Fax: 248.352.0018
plantemoran.com

Independent Auditor's Report

To the Honorable Mayor and Members of the City Council City of Farmington Hills, Michigan

We have audited the accompanying financial statements of the General Fund of the City of Farmington Hills, Michigan as of June 30, 2003, 2002, and 2001 and for the years then ended, as listed in the table of contents. These financial statements are the responsibility of the City of Farmington Hills, Michigan's management. Our responsibility is to express an opinion on these financial statements based on our audits.

We conducted our audits in accordance with auditing standards generally accepted in the United States of America. Those standards require that we plan and perform the audits to obtain reasonable assurance about whether the financial statements are free of material misstatement. An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the financial statements. An audit also includes assessing the accounting principles used and significant estimates made by management, as well as evaluating the overall financial statement presentation. We believe that our audits provide a reasonable basis for our opinion.

As discussed in Note I, the financial statements present only the General Fund and do not purport to, and do not present fairly the financial position of the City of Farmington Hills, Michigan as of June 30, 2003, 2002, and 2001 and the changes in its financial position for the years then ended, in conformity with accounting principles generally accepted in the United States of America.

In our opinion, the financial statements referred to above present fairly, in all material respects, the financial position of the General Fund of the City of Farmington Hills, Michigan as of June 30, 2003, 2002, and 2001 and the changes in its financial position thereof for the years then ended, in conformity with accounting principles generally accepted in the United States of America.

As discussed in Note 9 to the financial statements, the City of Farmington Hills, Michigan implemented the provisions of GASB Statement No. 34, Basic Financial Statements - and Management's Discussion and Analysis - for State and Local Governments, and GASB Interpretation No. 6, Recognition and Measurement of Certain Liabilities and Expenditures in Governmental Fund Financial Statements, effective July 1, 2002.

Plante & Moran, PLLC



Balance Sheet

				June 30	
	2003			2002	 2001
Assets					
Cash and cash equivalents (Note 2)	\$	14,284,795	\$	14,954,135	\$ 16,886,159
Investments (Note 2)		-		3,000,000	-
Receivables - Accrued interest and other		434,978		347,163	207,382
Due from other funds (Note 5)		1,199,426		662,293	479,774
Due from other governmental and component units Advances due from Southwestern Oakland Cable		1,665,978		1,268,196	3,030,633
Commission (Note 8)		2,122,421		2,218,226	 518,226
Total assets	\$	19,707,598	<u>\$</u>	22,450,013	\$ 21,122,174
Liabilities and Fund Balance					
Liabilities					
Accounts payable	\$	1,123,597	\$	1,103,107	\$ 1,504,520
Accrued and other liabilities		2,462,260		2,495,871	2,062,828
Due to other funds		37,560		48,881	 113,097
Total liabilities		3,623,417		3,647,859	3,680,445
Fund Balance					
Reserved for encumbrances		333,000		579,000	589,170
Reserved for long-term advance (Note 8) Unreserved:		2,122,421		2,218,226	518,226
Designated (Note 6)		7,868,365		10,469,827	10,468,319
Undesignated		5,760,395	_	5,535,101	 5,866,014
Total fund balance		16,084,181		18,802,154	 17,441,729
Total liabilities and fund balance	\$	19,707,598	\$	22,450,013	\$ 21,122,174



Statement of Revenue, Expenditures, and Changes in Fund Balance

	Year Ended June 30							
		2003		2002		2001		
Revenue								
Property taxes	\$	27,061,927	\$	25,445,946	\$	24,377,854		
Intergovernmental revenue:	·	, ,	•	, ,		, ,		
Federal		2,936		28,376		24,460		
State		8,052,396		8,442,684		8,515,525		
Other		154,823		191,730		-		
Charges for services		6,835,109		6,140,312		5,581,111		
Investment and interest income		789,978		903,316		1,903,872		
Fines and forfeitures		2,087,250		2,226,312		2,093,481		
Miscellaneous revenue		314,990		284,861		286,560		
Total revenue		45,299,409		43,663,537		42,782,863		
Expenditures								
General government		12,858,200		12,422,185		11,651,062		
Public safety		19,242,028		17,434,838		16,123,281		
Public works		6,663,645		6,339,063		5,639,899		
Community and economic development		1,975,552		1,898,076		1,828,336		
Recreation and culture		5,332,284		4,908,476		4,392,905		
Total expenditures		46,071,709		43,002,638		39,635,483		
Excess of Revenue Over (Under) Expenditures		(772,300)		660,899		3,147,380		
Other Financing Sources (Uses)								
Transfers in		832,868		799,526		1,197,116		
Transfers out		(2,921,980)		(100,000)		(100,000)		
Total other financing sources (uses)		(2,089,112)		699,526	_	1,097,116		
Excess of Revenue and Other Financing								
Sources Over (Under) Expenditures and								
Other Uses		(2,861,412)		1,360,425		4,244,496		
Fund Balance - Beginning of year - As restated								
(Note 9)		18,945,593		17,441,729		13,197,233		
Fund Balance - End of year	\$	16,084,181	\$	18,802,154	\$	17,441,729		



				2003			
			Variance				
	Amended				Favorable		
		Budget		Actual	(Unfavorable		
				7 10000	(- (
Revenue							
Property taxes	\$	26,935,000	\$	27,061,927	\$	126,927	
Intergovernmental revenue:							
Federal		-		2,936		2,936	
State		7,630,896		8,052,396		421,500	
Other		187,793		154,823		(32,970)	
Charges for services		6,823,436		6,835,109		11,673	
Investment and interest income		650,000		789,978		139,978	
Fines and forfeitures		2,073,000		2,087,250		14,250	
Miscellaneous revenue		221,000	_	314,990		93,990	
Total revenue		44,521,125		45,299,409		778,284	
Expenditures							
General government		12,853,370		12,858,200		(4,830)	
Public safety		18,768,198		19,242,028		(473,830)	
Public works		6,995,658		6,663,645		332,013	
Community and economic development		1,980,495		1,975,552		4,943	
Recreation and culture		5,335,272	_	5,332,284		2,988	
Total expenditures		45,932,993		46,071,709		(138,716)	
Excess of Revenue Over (Under) Expenditures		(1,411,868)		(772,300)		639,568	
Other Financing Sources (Uses)							
Transfers in		832,868		832,868		-	
Transfers out		(2,921,980)		(2,921,980)		-	
Total other financing sources (uses)		(2,089,112)		(2,089,112)			
Excess of Revenue and Other Financing Sources							
Over (Under) Expenditures and Other Uses		(3,500,980)		(2,861,412)		639,568	
Fund Balance - Beginning of year - As restated (Note 9)		18,945,593		18,945,593			
Fund Balance - End of year	\$	15,444,613	\$	16,084,181	\$	639,568	

Statement of Revenue, Expenditures, and Changes in Fund Balance Budget and Actual

Year Ended June 30

Yea	ar Ended June	30									
			2002						2001		
					Variance						Variance
	Amended				Favorable						Favorable
	Budget		Actual	(L	Jnfavorable)	Am	nended Budget		Actual	(L	Jnfavorable)
											-
\$	25,438,400	\$	25,445,946	\$	7,546	\$	24,025,400	\$	24,377,854	\$	352,454
	25,854		28,376		2,522		_		24,460		24,460
	8,419,845		8,442,684		22,839		8,134,565		8,515,525		380,960
	161,982		191,730		29,748		-		-		-
	5,721,511		6,140,312		418,801		5,461,574		5,581,111		119,537
	900,000		903,316		3,316		1,550,000		1,903,872		353,872
	2,055,000		2,226,312		171,312		2,073,000		2,093,481		20,481
	208,259	_	284,861		76,602		175,000	_	286,560		111,560
	42,930,851		43,663,537		732,686		41,419,539		42,782,863		1,363,324
	12,867,044		12,422,185		444,859		12,592,967		11,651,062		941,905
	17,094,213		17,434,838		(340,625)		16,620,727		16,123,281		497,446
	6,618,132		6,339,063		279,069		6,105,882		5,639,899		465,983
	1,938,028		1,898,076		39,952		1,934,703		1,828,336		106,367
	5,022,025		4,908,476		113,549		4,735,260		4,392,905	_	342,355
	43,539,442		43,002,638		536,804		41,989,539		39,635,483		2,354,056
	(608,591)		660,899		1,269,490		(570,000)		3,147,380		3,717,380
	799,526		799,526		_		670,000		1,197,116		527,116
_	(100,000)		(100,000)				(100,000)		(100,000)		-
	699,526		699,526			_	570,000		1,097,116		527,116
	90,935		1,360,425		1,269,490		_		4,244,496		4,244,496
					1,207,170		-				1,2 17,770
	17,441,729	-	17,441,729				13,197,233		13,197,233		
\$	17,532,664	\$	18,802,154	\$	1,269,490	\$	13,197,233	\$	17,441,729	\$	4,244,496



Notes to Financial Statements June 30, 2003, 2002, and 2001

Note I - Summary of Significant Accounting Policies

These financial statements present only the General Fund and are not intended to present the financial position and changes in financial position of the City of Farmington Hills, Michigan (the "City") in conformity with generally accepted accounting principles. All other activities of the City are recorded in other funds. The City has separately issued a Comprehensive Annual Financial Report that includes all funds and government-wide financial statements of the City for each of the years presented. The accounting policies of the General Fund conform to generally accepted accounting principles as applicable to governmental units. The following is a summary of the significant accounting policies:

Fund Accounting

The accounts of the City are organized on the basis of funds, each of which is considered a separate accounting entity. The General Fund contains the records of the ordinary activities of the City that are not accounted for in another fund. General Fund activities are financed by revenue from general property taxes, stateshared revenue, and other sources.

Basis of Accounting

The General Fund utilizes the modified accrual basis of accounting. Modifications in such method from the accrual basis are as follows:

- a. Property taxes and other revenue that are both measurable and available for use to finance operations are recorded as revenue when earned. Other revenue is recorded when received.
 - Properties are assessed as of December 31. The related property taxes are billed on July 1 of the following year and become a lien at that time. These taxes are due on August 31, with the final collection date of February 28 before they are added to the county tax rolls.
- b. Interest on bonded indebtedness and other long-term debt is not recorded as an expenditure until its due date.
- c. Payments for inventoriable types of supplies are recorded as expenditures at the time of purchase.



Notes to Financial Statements June 30, 2003, 2002, and 2001

Note I - Summary of Significant Accounting Policies (Continued)

- d. Normally, expenditures are not divided between years by the recording of prepaid expenses.
- e. The noncurrent portion of accumulated sick and vacation pay is reported as a general long-term liability in the City's government-wide financial statements and not in the General Fund. The City's policy is to pay employees for compensated absences in accordance with various contracts entered into between the City and employee unions. Included in the various contract terms for compensated absences is sick leave earned at the rate of approximately 10 hours per month of service. Sick leave hours earned but unused at year end may be accumulated up to approximately 960 hours. Vacation pay is accrued as earned by employees in accordance with various union contracts.
- f. Fixed assets used in General Fund operations are recorded as expenditures in the General Fund at the time of purchase.

Investments are recorded at fair value, based on quoted market prices.

Other accounting policies are disclosed in other notes to the financial statements.

Note 2 - Deposits and Investments

Deposits

The City's cash and investments are generally combined for purposes of depositing and investing. Deposits and investments of the City's General Fund at June 30, 2003, 2002, and 2001 were as follows:

	 2003	2002	2001
Bank deposits (checking accounts, savings accounts, and			
certificates of deposit)	\$ 4,723,898	\$ 13,603,484	\$ 13,923,466
Investments	9,557,007	4,347,571	2,959,723
Petty cash and cash on hand	 3,890	3,080	2,970
Total	\$ 14,284,795	\$ 17,954,135	\$ 16,886,159



Notes to Financial Statements June 30, 2003, 2002, and 2001

Note 2 - Deposits and Investments (Continued)

The above deposits were reflected in the accounts of the bank (without recognition of checks written but not yet cleared or of deposits in transit) and were insured to the following amounts:

	 2003	2002	2001
Bank balance	\$ 4,130,789	\$ 12,015,278	\$ 13,360,976
Federal depository insurance	600,000	700,000	700,000

The City believes that due to the dollar amounts of cash deposits and the limits of FDIC insurance, it is impractical to insure all bank deposits. As a result, the City evaluates each financial institution with which it deposits City funds and assesses the level of risk of each institution; only those institutions with an acceptable estimated risk level are used as depositories.

<u>Investments</u>

The City is authorized by Michigan Public Act 20 of 1943 (as amended) to invest surplus monies (of nonpension funds) in U.S. bonds and notes, certain commercial paper, U.S. government repurchase agreements, bankers' acceptances and mutual funds, and investment pools that are composed of authorized investment vehicles. To the extent that cash from various funds has been pooled, related investment income is allocated to each fund based on relative participation in the pool.

The City's investments are categorized below to give an indication of the level of risk assumed by the entity. Risk Category I includes those investments that meet any one of the following criteria:

- a. Insured
- b. Registered
- c. Held by the City or its agent

Risk Categories 2 and 3 include investments that are neither insured nor registered. Category 2 includes investments that are held by the counterparty's trust department (or agent) in the City's name. Category 3 includes investments held by:

- a. The counterparty or
- b. The counterparty's trust department (or agent) but not in the City's name



Notes to Financial Statements June 30, 2003, 2002, and 2001

Note 2 - Deposits and Investments (Continued)

The General Fund's investments at June 30, 2003, 2002, and 2001 were as follows:

	2003			2002	2001
Category 3 investments - U.S. government agency securities Uncategorized investments -	\$	-	\$	3,000,000	\$ -
Bank investment pools		9,557,007		1,347,571	 2,959,723
Total investments	\$	9,557,007	\$	4,347,571	\$ 2,959,723

The bank investment pools are not categorized because they are not evidenced by securities that exist in physical or book entry form. The bank investment pools are regulated by the Michigan Banking Act, and the fair value of the position in the pool is the same as the value of the pool shares. The City believes that the investments in these funds comply with the investment authority noted above.

Note 3 - Budget Information

The annual budget is prepared by the City management and adopted by the City Council; subsequent amendments are approved by the City Council. Unexpended appropriations lapse at year end; encumbrances are not included as expenditures. The amounts of encumbrances outstanding at June 30, 2003, 2002, and 2001 total approximately \$333,000, \$579,000, and \$589,000, respectively. During the fiscal years ended June 30, 2003, 2002, and 2001, the budget was amended in a legally permissible manner.

The General Fund budget has been adopted on an activity basis; expenditures at this level in excess of the amounts budgeted are a violation of Michigan law. The budget information for revenue and expenditures presented for the General Fund is a summarization of the actual adopted budget. A comparison of the adopted budget with the actual revenue and expenditures for the year is available at the City offices for inspection.



Notes to Financial Statements June 30, 2003, 2002, and 2001

Note 4 - Retirement Plan

Plan Description

The City of Farmington Hills Employees' Retirement System (the "Plan") is a single-employer defined benefit pension plan that is administered by the City of Farmington Hills Employees' Retirement System Pension Board. Plan benefits accrue to all general, court, police, and fire employees who qualify under the Plan. The Plan provides retirement and disability benefits to plan members and their beneficiaries. In addition to providing pension benefits, the Plan provides healthcare benefits (in accordance with certain union contracts) for plan members if they reach the normal retirement age while working for the City. The accounts of the Employees' Retirement System are maintained on a calendar year basis. The Plan issues a publicly available financial report that includes financial statements and required supplementary information for the system. That report may be obtained by writing to the City of Farmington Hills Employees' Retirement System at 31555 Eleven Mile Road, Farmington Hills, MI 48336.

Funding Policy

The obligation to contribute to and maintain the Plan for these employees was established by negotiation with the City's collective bargaining units. Generally, Plan members are required to contribute 4.5 percent (3.5 percent for dispatch members) of base, longevity, and holiday (for certain groups) earnings for pension benefits, plus an additional 1.5 percent for health insurance. The funding policy provides for periodic employer contributions at actuarially determined rates. Employer contributions represented approximately 8.25 percent of covered payroll as of December 31, 2001.

Annual Pension Cost

During the year ended December 31, 2002, the City's annual pension cost of \$1,696,924 for the Plan was equal to the City's required and actual contribution. The annual required contribution was determined as part of an actuarial valuation at December 31, 2000, using the entry actual age cost method. Significant actuarial assumptions used include: (a) a 7.00 percent investment rate of return, (b) projected salary increases of 4.75 percent per year, (c) additional projected salary increases ranging from 4.75 percent to 30.75 percent per year, depending on age and employee group, attributable to seniority/merit, and (d) no cost of living adjustments. Both (a) and (b) include an inflation component of 4.75 percent. The actuarial value of assets was determined using techniques that smooth the effects of short-term volatility over a five-year period. The unfunded actuarial liability is being amortized as a level percentage of payroll on an open basis. The remaining amortization period is 10 years.



Notes to Financial Statements June 30, 2003, 2002, and 2001

Note 4 - Retirement Plan (Continued)

Reserves

As of December 31, 2002, the Plan's legally required reserves have been fully funded as follows:

Reserve for employees' contributions	\$ 10,394,410
Reserve for retired benefit payments	14,635,636

The following trend information includes only pension-related activity (assets, liabilities, and contributions related to health care have been excluded):

Three-year Trend Information

	Year Ended December 31							
		2000		2001		2002		
Annual pension cost (APC) Percentage of APC contributed Net pension obligation		1,501,521 100.0% None	\$	1,438,356 100.0% None	\$	1,696,924 100.0% None		
		Actuarial Va	alua	ation as of De	cer	mber 31		
		1999		2000		2001		
Actuarial value of assets Actuarial accrued liability AAL (entry age) Unfunded AAL (UAAL) Funded ratio Covered payroll UAAL as a percentage of covered payroll	\$	66,037,511 64,218,038 (1,819,473) 102.8% 18,879,095 (9.6%)	\$	73,653,706 70,119,210 (3,534,496) 105.0% 19,612,045 (18.0%)	\$	78,892,804 75,952,124 (2,940,680) 103.9% 20,558,629 (14.3%)		



Notes to Financial Statements June 30, 2003, 2002, and 2001

Note 5 - Interfund Receivables and Transfers

The following are the interfund receivables of the General Fund by fund type:

	2003	2002	2001
Special Revenue Funds	\$ 1,181,260	\$ 403,626	\$ 340,405
Debt Service Funds	-	-	106,935
Capital Projects Funds	-	11,275	11,443
Enterprise Funds	18,166	11,337	-
Trust and Agency Funds		 236,055	 20,991
Total	\$ 1,199,426	\$ 662,293	\$ 479,774

The interfund transfers in for 2003 and 2002 represent the transfer of parks and recreation special millage collections from the Parks and Recreation Special Millage Special Revenue Fund. In 2001, transfers in consisted of \$670,000 of parks and recreation special millage transfers and \$527,116 transferred from the William M. Costick Activities Special Revenue Fund for senior citizens activity.

The interfund transfers out for each year represent amounts transferred to Special Revenue Funds for capital improvements.

Note 6 - Designated Fund Balance

The fund balance of the General Fund has been designated for the following purposes:

	2003			2002		2001
Subsequent year's expenditures Land acquisition, capital improvements,	\$	329,015	\$	900,000	\$	-
and road construction		5,739,350		7,369,827		8,077,116
Other	_	1,800,000	_	2,200,000	_	2,391,203
Total	\$	7,868,365	\$	10,469,827	\$	10,468,319



Notes to Financial Statements June 30, 2003, 2002, and 2001

Note 7 - Risk Management

The City is exposed to various risks of loss related to property loss, torts, errors and omissions, and employee injuries (workers' compensation), as well as medical benefits provided to employees. The City has purchased commercial insurance for workers' compensation and medical benefit claims, and participates in the Michigan Municipal Risk Management Authority risk pool for claims relating to general and auto liability, auto physical damage, and property loss claims. Settled claims relating to the commercial insurance have not exceeded the amount of insurance coverage in any of the past three fiscal years.

The Michigan Municipal Risk Management Authority (MMRMA) risk pool program operates as a claims servicing pool for amounts up to member retention limits, and operates as a common risk-sharing management program for losses in excess of member retention amounts. Although premiums are paid annually to the MMRMA that the MMRMA uses to pay claims up to the retention limits, the ultimate liability for those claims remains with the City. The City has elected to participate in the MMRMA stop-loss program, which limits the paid losses to \$525,000 for the most recent plan year.

The City estimates the liability for claims that have been incurred through the end of the fiscal year that have not yet been reported. This estimate is recorded as a general long-term liability in the City's government-wide financial statements and not in the General Fund.

Changes during the past three fiscal years in the estimated liability for claims that have been incurred through the end of the fiscal year, including both those claims that have been reported as well as those that have not yet been reported, were as follows:

	2003		2002		2001	
Estimated liability - Beginning of year	\$	739,000	\$	713,000	\$	682,500
Estimated claims incurred, including changes in estimates		459,964		247,860		239,309
Claim payments		(202,964)		(221,860)		(208,809)
Estimated liability - End of year	\$	996,000	\$	739,000	\$	713,000
Estimated liability for claims reported Estimated liability for claims incurred	\$	74,000	\$	101,000	\$	184,000
but not reported		922,000		638,000		529,000
Total estimated liability	\$	996,000	\$	739,000	\$	713,000



Notes to Financial Statements June 30, 2003, 2002, and 2001

Note 8 - Joint Ventures

The City participates in the Michigan 47th District Court Administration Fund with the City of Farmington and in the Southwest Oakland Cable Commission with the cities of Farmington and Novi. The City provides approximately 87 percent of the funding for the Michigan 47th District Court Administration Fund, funding which is offset by the City's share of fines and fees collected by the Court, the amount of which varies from year to year. The Cable Commission currently does not receive a subsidy from the City.

During the years ended June 30, 2002 and 2001, the City advanced a total of \$2,218,226 to the Southwest Oakland Cable Commission for the acquisition of a new facility, improvements to the facility, and equipment to be used in its operation. The advances will be repaid to the City in annual installments of approximately \$246,000, including interest at 7 percent, through 2017. Fund balance in the General Fund has been reserved for the advance since these amounts are not available for use to finance operations as of year end.

In addition, the City is a member of the Resource Recovery and Recycling Authority of Southwest Oakland County. The Recycling Authority is incorporated by the cities of Farmington, Farmington Hills, Novi, South Lyon, Southfield, Walled Lake, and Wixom, and the Charter Township of Lyon. The joint venture receives its operating revenue from member contributions and miscellaneous income.

The City is unaware of any circumstances that would cause an additional benefit or burden to the participating governments of any of the above joint ventures in the near future.

Complete financial statements for the 47th District Court Administration Fund, Southwest Oakland Cable Commission, and Resource Recovery and Recycling Authority of Southwest Oakland County can be obtained from the administrative offices at 31555 Eleven Mile Road, Farmington Hills, MI 48336.



Notes to Financial Statements June 30, 2003, 2002, and 2001

Note 9 - Accounting Change

Effective July 1, 2002, the City of Farmington Hills, Michigan implemented the provisions of GASB Statement No. 34, Basic Financial Statements - and Management's Discussion and Analysis - for State and Local Governments, and GASB Interpretation No. 6, Recognition and Measurement of Certain Liabilities and Expenditures in Governmental Fund Financial Statements.

As a result of the implementation of these standards, fund balance in the General Fund at July I, 2002 has been increased by \$143,439, resulting from the reclassification of certain compensated absence liabilities as general long-term liabilities. General long-term liabilities are reported in the City's government-wide financial statements and not in the General Fund. Under the provisions of Interpretation No. 6, liabilities for compensated absences are reported in the General Fund only to the extent that they have matured at year end (normally upon the occurrence of an event such as employee resignations and retirements).

